Apereo Board Meeting, December 15, 2015

Officers:

Chair: Jim Helwig	Vice Chair: Lucy Appert
Treasurer: Charlie Leonhardt	Secretary: Doug Johnson

Executive Director: Ian Dolphin

Called to Order: 0900 AM EDT	**Adjourned: 1006 AM EDT**

ATTENDING

Jim Helwig, Chair	Tim Carroll	Shoji Kajita
Alan Berg	Ian Dolphin	Charlie Leonhardt
David Ackerman	Laura Gekeler	John Lewis
Lucy Appert	Mathilde Guerin	Theresa Rowe
Susan Bramhall	Doug Johnson	

Absence notices:

Absent: David Kahle, Russ Little, Alain Mayeur, Andy Wasklewicz

AGENDA:

Approval of Minutes: 11/17/15
- Corrections addressed
- Moved: Theresa Rowe   Seconded: Tim Carroll
  - **Approved by consensus.**

Finance
- Review of monthly reports
  - Contract renewal for file storage service
- Two budget areas underestimated:
  - Legal expenses: Trade and service mark support has been greater than planned (but this is a good thing)
  - More travel in the last quarter than intended due to opportunities related to POET and K12 school initiative

By-Laws Changes
- Changes needed to enable individual membership as defined in previous meetings.
- Motion: Accept by-law changes as identified with the addition of changing "institutional" members to "Organizational" members throughout by-laws.
- Moved: Theresa Rowe   Seconded: Lucy Appert
  - **Approved by voice vote, *nem con***

Board Officer Election Schedule
- Suggested schedule:
  - January 5 - Nominations due
  - January 6-11 - Candidates affirm willingness to stand (although could be affirmed earlier)
  - January 12-18 - Nominees circulated, votes cast (by email)
  - January 19-20 - Projected winners contacted
  - January 26 - Board call, affirm results, new officers seated
  - January 27 - Public announcement of results
- Ian has managed the Board officer elections in the past; do we wish to continue this?
  - No objections

Executive Director's Report
- Changes at Rehmann's (financial advisors)
  - Neale Clarke has left for a new position at a smaller accountancy group.
  - His replacement is Linda Cooper, who should be on this week's call.

- Correspondence with IMS re POET
  - Anticipated that accepting POET into incubation would create a sir in some quarters; but did not anticipate objections from IMS …
  - I have circulated an item of correspondence with IMSGlobal on POET separately, together with an expanded narrative (Some IMSGLobal Board members were copied on the exchange. I wanted to ensure they had a little more context). It strikes me that there are three possible resolutions of this situation -
    - (a) Status quo. The agreement we made last year stands, and we work to engage our communities appropriately.
    - (b) We pay the additional amounts suggested by IMSGlobal. In my understanding this would largely neutralize the additional revenue we obtained from the two POET Partners.
    - (c) We seek to negotiate a relationship with IMSGlobal which removes the membership element – i.e., alters the relationship to be one between peers. Given the closed nature of initial spec development, this would remove the engagement offered by (a).
  - **Board recommends (c).**

- School Districts Work
  - Tim Carroll and Ian attended an initial meeting of the K12 Network initiative, and Tim presented on our incubation process and community of interest process to a subsequent call. The conversation is proceeding well.
  - We will shortly need to consider an appropriate dues structure for either individual school districts OR an aggregated school districts common operator model. (The latter is most likely).
  - The Board may wish to consider how it wishes to be represented in this process.

- Boston College Student System Curriculum Management Module
  - Boston College are proceeding with the development of their Curriculum Management Student System module, based on a forked Kuali codebase. They are likely to make an initial release of this work in March 16.

- o Evidence is mounting that the curriculum management niche in ERP offers a significant insertion point. I am continuing conversations with BC, and other Kauli fragements around an optimal path for their work. My judgement is that the lack of open profile (or desire for such profile) will act to limit this work severely.

- Jisc Digifest
  - o I have been invited to make a short plenary presentation to Jisc Digifest in March. This is the approximate equivalent of Educause in North America, and is a sign of a broadening relationship.

- Paris and Amsterdam Analytics Meetings
  - o Together with Josh Baron, I participated in meetings in Paris and Amsterdam earlier this week around the theme of learning analytics. The Paris meeting was organised by the Ministry of Higher Education and Research (now MiPNES), and was well attended (75) by senior staff across French higher education and Ministry figures. The Amsterdam event was organized by LACE and UvA, and focused on outcomes of UvA pilot activity in the space.

- Paris Meeting: ESUP-Portail, Apereo, MiPNES + Quadrupartite Meeting of Jisc, ESUP-Portail, Apereo, MiPNES
  - o A cordial meeting between ESUP-Portail, MiPNES and Apereo took place on Wednesday 9th December. The meeting reaffirmed the close collaboration between the respective organizations, and a suggestion for extending the MoU between ESUP-Portail and Apereo will be brought before the Board in due course. In short, the extension covers the engagement of the Ministry with the Apereo Learning Analytics Initiative and the adoption of the platform. A section of the principle paper before the meeting is worth reproducing to provide an indication of what is proposed -
  - o "To achieve that, the Ministry wishes to support internationally- developed and recognized open source solutions. Reinforcing the collaboration between the ESUP-Portail Consortium and the Apereo Foundation is, without a doubt, a great step towards building a productive and sustainable dynamics on that matter. The whole community would definitely benefit from this contribution. Firstly, it would allow experts in this field (especially from the Apereo Learning Analytics Working Group) to team up and lead the international effort towards success. Secondly, full-scale tests conducted in universities in both Europe and the USA would be a great asset to the community."
  - o This very positive development is a testament to the patient work undertaken by Alain Mayeur and his colleagues in ESUP and the Ministry.
  - o The fact that the Apereo Learning Analytics stack will play such a major part in national infrastructure in the UK and France, together with institutional and statewide initiatives in the US, is a clear indication of a community based approach.
  - o A subsequent meeting, which also involved a representative of the Jisc, began to explore how practical contributions might be facilitated and engagement furthered. My thanks to Josh Baron for participating.

- Events
  - o European Event
    - February 1st and 2nd 2016, L'Universite Paris Descartes https://www.esup-portail.org/conference/index-EN.html#program
  - o South Africa Apereo Meeting

- March 9th, 10th, Unisa, Pretoria, Republic of South Africa
  - Open Summit/Open Apereo 2016
    - NYU, 23rd-25th May 2016

- **More events** are listed at https://www.apereo.org/events

- Thanks!
  - My thanks to all Board members for their contributions during the course of 2015. It has been a hectic year that has not been without challenges, but it is my strong belief that we will look back on 2015 as the year Apereo established itself.

Motion to go into Executive Session (0957)
   Approved, *nem con*
Executive Session Ended (1000)

Call for Topics for Next Meeting
   -

Adjournment:
   - Meeting ran over; so approved by consensus.
     - Meeting adjourned at 10:06 AM (EDT)

Information Items

- **Apereo Webinars**: https://www.apereo.org/content/apereo-events

Pending Action Items

[Note: Recently completed Action Items are in **Brown** and will be removed in the next iteration of the Board Minutes. Changes ad updates are in **Red** through subsequent Board meeting following the change.]

1. **Executive Director Performance Goals** (21 January 2014)
   - ED Performance Goals subsumed into Organisational Health Measures, subject of Board retreat in NYC in April, 2015
   - Ian will draw up a draft set of performance goals; these shall be a topic of conversation for a future meeting. Board will review, and Board Chair will approve the final set of goals.
   - Draft job description is now in review; performance goals will be drafted in light of the final job description. **[22 April 2014]**
   - Job description approved **[1 June 2014]**

2. **Additional Position Discussion** (21 January 2014)
   - *Tabled subject to available finance*
   - Primary thinking is a "community manager" to focus on growing existing communities (regional and others) and facilitating new communities.